



FRANKLIN COUNTY
DEPARTMENT OF ANIMAL CONTROL
4340 TAMARACK BLVD
COLUMBUS, OH 43229

POSITION TITLE: Veterinary Technician
(Non-Bargaining)

PCN: 071023

REPORT TO: Veterinarian

PR.: N12

RESPONSIBILITIES: Assess and evaluate animals. Perform clinical processes per established procedures. Prepare clinic-processing room for daily activities. Provide customer service when needed. Answer inquiries regarding medical or behavioral issues. Make appointments and recommendations regarding animals. Evaluate and recommend euthanasia. Retrieve records for medical history for clinic purposes. Provide assistance to coworkers and performs those responsibilities as necessary to maintain standards of operation. Assist with transferring animals into programs.

Schedule, evaluate, train, and monitor work performance of Kennel Attendants and Veterinary Assistants. Confer with employees and proceed with progressive discipline if necessary. Assign daily work tasks to Kennel Attendants.

Verify and prepare appropriate animals for surgery. Prepare surgery area. Evaluate surgical equipment for functionality. Prepare drugs for surgical procedures. Monitor the animals vital signs and maintain surgical drug logs and instruments. Prepare post-operational surgical instructions. Perform follow up with animals.

Maintain detailed records of grants. Copy and retain verification of qualifying factors for grant recipients. Provide follow up services. Monitor and report shelter and janitorial related issues. Track and order supplies.

MINIMUM QUALIFICATIONS: Associate Degree in Veterinarian Technology with one year animal care experience; or any equivalent combination of training and experience. Registration as a licensed Veterinary Technician is required.

STARTING SALARY: \$18.90/hour, plus a comprehensive benefit package.

DATE POSTED: Monday, July 14, 2014

DEADLINE FOR APPLYING: Friday, July 25, 2014

If interested, please go to www.franklincountyohio.gov/commissioners/hr and apply on-line.

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